



OFFICE of GOVERNMENT INFORMATION SERVICES

August 31, 2011

Mr. Jason Smathers
requests@muckrock.com

In Re: Case No. 2011-0348
KF:RR

NATIONAL
ARCHIVES
and RECORDS
ADMINISTRATION

8601 ADELPHI ROAD
ROOM 2510
COLLEGE PARK, MD
20740-6001

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e-mail: ogis@nara.gov
phone: 301-837-1996
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fax: 301-837-0348

Dear Mr. Smathers

Thank you for contacting the Office of Government Information Services (OGIS). This letter acknowledges our receipt of your email message dated August 26, 2011, which we received on August 29, 2011.

As the Freedom of Information Act (FOIA) ombudsman, OGIS provides facilitation and, where appropriate, mediation services to resolve disputes between FOIA requesters and Federal agencies. Whenever practical, OGIS encourages requesters to exhaust all administrative remedies within an agency before pursuing facilitation or mediation through our office. OGIS does not process requests or review appeals.

Once a case is opened in our office, we conduct fact-finding to gather information and flesh out the issues. This process could include consulting with the requester and contacting the agency to which the original request was made. Depending on what we discover during this phase, OGIS may provide you with details regarding the processing of your request and/or appeal, offer you advice on your request/appeal, work directly with the agency to resolve the issue, or offer mediation services if our attempts at facilitation are unsuccessful.

Your participation in formal mediation, and that of the agency, is completely voluntary. You should also know that OGIS does not have authority to order parties to participate in mediation or to order an agency to release material.

Your request for assistance will be handled as quickly as possible. If you wish to contact us before we get back to you, please refer to your name and case number 2011-0348.

Sincerely,

Robin Ross, Staff Assistant
Office of Government Information Services

